

**Watertown Empire Zone
Administrative Board Meeting
February 25, 2004**

The Watertown Empire Zone Administrative Board meeting was held on Wednesday, February 25, 2004 in the 3rd floor conference room, City Municipal Building, 245 Washington Street, Watertown, New York.

Members Present: Chairman Peter Clough, Peter Sovie, Joseph Butler, Jr., Phillip Gaffney, William Welbourn, Robert Lawlor, Laurie Foster-Nortz

Members Absent: Stephen Mitchell, Dave Cheney

Others Present: Zone Coordinator Andrew Davis

Chairman Clough called the meeting to order at 4:00 p.m.

Minutes: Mr. Lawlor made a motion to approve the minutes of the December 22, 2003, January 15, 2004 and February 4, 2004 meetings, seconded by Mr. Welbourn. All in favor. Unanimously approved.

Treasurer's Report: Mr. Sovie reviewed the report, which included balance sheets for January 2004 and profit and loss sheets from July 2003 through January 2004.

Discussion centered on whether or not the City money had been received. Mr. Sovie indicated that it had not been. Chairman Clough checked with Mrs. Corriveau and those funds will be forthcoming.

Mr. Welbourn made a motion to approve the treasurer's report, seconded by Mr. Gaffney. All in favor. Unanimously approved.

County Funding: Mr. Davis indicated that the County money would be received after the signed resolution has been returned to them, which will be done very soon.

Library CDP: Mr. Davis explained that the library had requested credit in the amount of \$40,250. Mr. Davis recommended that this be approved due to the fact that if the credits are not used, they will be lost anyways.

Mr. Lawlor made a motion to approve the library's request, seconded by Mr. Gaffney. All in favor. Unanimously approved.

SZCC Loan: After discussion, it was agreed that this application and business plan would be forwarded for committee review. Mr. Sovie will contact the other members of the committee.

Development Policy: Mr. Davis discussed the draft development policy and highlighted the portions that might raise some questions by the State.

Page 1 – Industry/Business Development- It is not specific enough and is too general in nature. Mr. Davis explained that the State doesn't like to see retail included in a policy. Discussion centered on retail and the fact that the board does not want to exclude retail totally. Due to the economy in our area, the board felt that they would like the option to include retail, such as a large retail facility that was creating 500 jobs. They also felt that agriculture should be included. The proposed agri-zones were discussed. Mr. Davis explained that this policy is revisited each year and if the agri-zones do come about, agriculture can be removed from our policy.

Page 3- Under Process, 4th bullet – Concerns were raised that when the policy was reviewed by Carol that if a business was not creating jobs or getting benefits, why would our board use up the acreage on them? Chairman Clough and members of the board used the Ponderosa as an example. They are being forced to move because of a reconfiguration of Arsenal Street, a state highway. The City wasn't to keep them inside the City limits. In this case, the board feels that they should still receive the certification. Therefore, the board requested that Mr. Davis explain this circumstance as the reason for leaving that portion in the policy.

Page 4 – Boundary Amendment Inclusion Standards, Under Process, 3rd bullet – The board asked that this be changed to read: Any applications received 60 days after the public notice has been published will not be accepted. 4th bullet – After review by Carol, it was determined that this paragraph needed to be expanded on.

Boundary Amendment: After discussion it was agreed that a boundary amendment would not be pursued at this time, as there are no incoming projects that are significant enough to warrant a full revision.

Adjournment: A motion was made by Chairman Clough to adjourn the meeting (5:25 p.m.) until Wednesday, March 10, 2004 at 4:00 p.m., seconded by Mr. Welbourn. All in favor. Unanimously approved.